

REGISTER NOW at
www.eetraining.eeoc.gov
for a reduced price

**Friday,
August 16,
2013**

2013 SEMINAR LOCATION

**DESERT WILLOW CONFERENCE
CENTER**

4340 EAST COTTON CENTER BLVD

PHOENIX, AZ 85040

(602) 431-0001

www.desertwillowconferencecenter.com

I-10—Turn South off 40th Street and turn
left onto East Cotton Center Boulevard

ENHANCE YOUR EEO KNOWLEDGE

at the

2013 EEOC Phoenix Seminar.

This informative seminar,
sponsored by the Phoenix EEOC Office, will be held at the
Desert Willow Conference Center.



EEOC Phoenix Seminar

U.S. Equal Employment Opportunity Commission

Also check out at
www.eetraining.eeoc.gov, our national
three day event in **Denver on**
August 27-29, 2013
The EXCEL Training Conference.

*Seminar includes
a CD-ROM of 2000+
pages,
a complete EEO
LIBRARY!*

TRAINING YOU CAN'T AFFORD TO MISS!
Join EEOC for the best in EEO training from the
experts who enforce the law.

Questions about the seminar?

Krista Watson
EEOC Phoenix Office

(602) 640-4995

(602) 640-5071 FAX

(602) 640-5072 TTY



EEOC
Training Institute
...Learn from the Experts

Friday, August 16, 2013

EEOC Phoenix Seminar

www.eetraining.eeoc.gov

Top 5 Reasons to Attend an EEOC Seminar

- Get Updates on the Latest Changes to EEO Laws and Regulations
- Avoid Common Pitfalls and Mistakes
- Learn Best Practices
- Prepare for Tough HR Decisions
- Meet the People who Enforce the Laws

Hotel Arrangements

Registrants are responsible for their own hotel arrangements.

Who Should Attend?

- Human Resources
- EEO Managers and Staff
- Attorneys
- Managers and Supervisors
- State and Local Officials
- Union Officials
- Federal EEO Staff [seminar approved for EEO Investigator Refresher credit]

Training Institute Policies - Training Event 13TPH001

PAYMENT — \$349 Fee includes seminar, lunch and refreshments at breaks, and an eight-volume EEO library on CD. **PAYMENT MUST ACCOMPANY REGISTRATION.** *EEOC Tax ID Number: 52-0812909*

GET A DISCOUNT PRICE of \$319 by: 1) registering on-line with a credit card or electronic check payment, or 2) registering early by mail or FAX. Check or credit card payment information **must** be received 30 days before the seminar and credit card registrations received after July 16, 2013, will be charged \$349. **NOTE:** All credit card charges will be listed as EEOC Training Institute on your statement.

PAYING BY GOVERNMENT PURCHASE ORDER *Please note: This type of payment is not eligible for the Early Bird discount.*

State and Local Government Registrants: In order to be confirmed submit a copy of the purchase order, purchase order number, billing name and address and instructions, and agency tax ID number. For all POs, please provide the name, phone number and email of a contact person for questions regarding purchase order and payment. "Purchase order number" could also be a requisition or document number, as appropriate.

Federal Government Registrants: We only accept federal purchase orders over \$2,500. Please contact our customer service staff at 866.446.0940 or send an email to eeoc.traininginstitute@eeoc.gov for more information.

REGISTRATION — Register at www.eetraining.eeoc.gov. Credit card and electronic bank check registrations will receive immediate confirmation. *EEOC Tax ID Number: 52-0812909*

You may also **MAIL** your registration application with payment to **EEOC TRAINING INSTITUTE, REGISTRATION PROCESSING, 6501 RED HOOK PLAZA, SUITE 201, ST. THOMAS, VIRGIN ISLANDS 00802** OR **FAX** your registration with payment to 703.787.8090.

QUESTIONS ABOUT REGISTRATION? 1.866.446.0940; TTY# 1.800.828.1120; eeoc.traininginstitute@eeoc.gov

CONFIRMATION — Registrants will receive written email or fax confirmation upon receipt of a complete registration application and payment. Space is limited, so register early, preferably at least 14 days prior to the seminar. Late registrations will be accepted on a space-available basis. Confirmation email should be brought to the event.

CANCELLATIONS, REFUNDS, NO SHOWS

Cancellations received more than 7 business days prior to the seminar are eligible for a refund less a \$35 processing fee. No shows are not eligible for a refund. Substitutions may be made prior to the beginning of the seminar.

REASONABLE ACCOMMODATION REQUESTS — If you need an accommodation, please note it on the registration form and we will contact you.

AGENDA

PHOENIX EEOC SEMINAR

Friday, August 16, 2013



Schedule

- Registration: 7:15 am
- Start: 8:00 am
- Lunch provided
- End: 4:30 pm

LET EEOC BE YOUR TRAINER

Experienced EEOC staff will come to your worksite and provide training on popular EEO topics such as harassment or an overview of EEO. For more information, contact:

Krista Watson
Program Analyst
602-640-4995

Krista.watson@eeoc.gov

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|----------|---|
| 7:15 AM | Registration and Continental Breakfast |
| 8:00 AM | Welcome
<i>Rayford O. Irvin, EEOC Phoenix District Director</i> |
| 8:15 AM | EEOC Strategic Enforcement Plan and Initiatives |
| 9:15 AM | The Inside Story of One of the Largest Verdicts in EEOC History - Avoiding Assumptions About Employees with Intellectual Disabilities
<i>Robert A. Canino, Regional Attorney, EEOC Dallas District Office</i> |
| 10:15 AM | Break |
| 10:30 AM | News You Can Use From U.S. DOL and NLRB
<i>Michael Espinosa, Director, Arizona VETS, U.S. DOL</i>
<i>Jesus Olivares, U.S. DOL Wage and Hour Division</i>
<i>Paul Irving, National Labor Relations Board</i> |
| NOON | Lunch and A Movie!
<i>Enjoy your lunch and relax. "Let Freedom Ring: Moments from the Civil Rights Movement, 1954-1965".</i> |
| 1:30 PM | A Look to the Future Emerging Issues: Wellness Initiatives, Credit Checks, Criminal Background Checks, Social Media and more.
<i>Peggy Mastroianni, Legal Counsel, EEOC, Washington, D.C</i> |
| 2:45 PM | Break |
| 3:00 PM | Gender Stereotyping
<i>Mary Jo O'Neill, Regional Attorney, EEOC Phoenix District Office</i> |
| 3:30 PM | Ask Us!
<i>All Prior Presenters are Invited.</i>
<i>Ask us your questions. You will have an opportunity to write anonymous questions prior to this session as well!!</i> |
| 4:30 PM | Adjourn |

Credits: Recertification credits from HRCI have been requested. The seminar also meets the yearly refresher training requirement for federal agency EEO investigators.

EEOC Phoenix Seminar August 16, 2013 (Event Code 13TPH001)

Please print and use a separate form for each attendee.

3 ways to register

- **ON-LINE**

www.eeotraining.eeoc.gov

- **MAIL**

EEOC TRAINING INSTITUTE
REGISTRATION PROCESSING
6501 RED HOOK PLAZA,
SUITE 201
ST. THOMAS, VIRGIN ISLANDS
00802

- **FAX to 703.787.8090**

Directions to SEMINAR LOCATION - The Desert Willow Conference Center

Desert Willow Conference Center is located in the Cotton Center business park, and is at the hub of the Valley's major freeways at the Tempe-Phoenix border - 5 minutes from Sky Harbor International Airport and 10 minutes from downtown Phoenix.

From I-10 take the 40th Street Exit (Exit 152). Go South and turn Left onto East Cotton Center Boulevard.

By registering for a Training Institute event, you agree to all applicable Institute policies.

First Name _____ MI _____ Last Name _____

Title _____

Organization _____ Suborg _____

Address _____

City _____ State _____ Zip _____

E-Mail _____

Business Telephone () _____ (☐ if TTY, please check)

Fax No. () _____ Company/Agency Tax ID Number _____

Do you require a reasonable accommodation, due to a disability, in order for you to attend this program? ☐ Yes Describe accommodation requested or special diet needed.

AMOUNT OF PAYMENT: \$349 Discount price of \$319 available for online registrations up until the day before the seminar and for mailed checks or mailed/faxed credit card payment registrations received 30 days before the event. Faxed/mailed credit card registrations received after July 16, 2013 will be charged \$349.

Credit Card ☐ MasterCard ☐ Visa ☐ American Express ☐ Discover
Account # _____ Expiration Date _____

Cardholder Name (please print) _____

Signature _____ Card Security Code _____

Cardholder Email address _____

Cardholder mailing address _____

☐ **Check Payable to EEOC Training Institute**

☐ **State/Local Government Purchase Order (Attached) PO #** _____

State and Local PO will be paid by ☐ Check ☐ Credit Card (provide information above)

Billing Organization Name & Address _____

Name/Phone #/Email of Billing Contact _____

We only accept federal purchase orders for over \$2,500. Please call us at 866.446.0940 or send an email to eeoc.traininginstitute@eeoc.gov for special registration form and procedures.

Have you attended an EEOC sponsored seminar, course or conference in the last 5 years? ☐ Yes ☐ No

Employees at Your Facility: ☐ Under 50
☐ 50-99
☐ 100-249
☐ 250-499
☐ 500-999
☐ 1,000+

Your Organization's Business Type:

☐ Federal Gov't
☐ State/Local Gov't
☐ Private

Your Position Category:

☐ Attorney ☐ EEO Director, Manager, Supervisor
☐ EEO Professional (Investigator, Counselor, Specialist)
☐ HR Director, Manager, Supervisor ☐ HR Staff
☐ Mediator, ADR ☐ Other Manager, Supervisor
☐ President, CEO, Owner ☐ Union Representative
☐ Other _____

How did you learn about our seminar?

☐ Brochure in mail ☐ Email ☐ Colleague
☐ Website/Internet ☐ Newspaper/Radio Ad
☐ Professional Organization ☐ SHRM ☐ EEOC event
☐ Other _____